

# Maricopa County Phoenix EMA Planning Council

## TEAM COMMITTEE MINUTES

4041 N. Central Avenue, Phoenix, AZ 8501

Planning Council Support Office: (888) 235-1653 Fax: (888) 894.2674



### MINUTES

#### TEAM Committee

#### Tuesday, March 30, 2021

#### ZOOM TELECONFERENCING

Committee Members		Planning Council Members		Recipient Staff		Guests
☎ Chuck Albrecht	P	☎ Randall Furrow	P	☎ Carmen B	P	Cynthia Quinn
☎ Anthony Holscher	P	☎ Ricardo Fernandez	P	☎ Lisa Espinosa	P	Rodney Lofton
☎ Eric Eason	P			☎ Cynthia Quinn	P	Chuck Peterson
☎ Jimmy Borders	P					
Rocko Cook	A					
Christie Blanda	A					
☎ Deborah Reardon-Maynard	P					
<b>P = Present      A = Absent      ☎ = Phone/Zoom</b>						
Support Staff: Thomas Rodriguez-Schucker and Michael Koran						
<b>Call to order</b>		Chuck Albrecht, called the meeting to order at 10:02 am				
<b>Determination of Quorum</b>		5 of 7 members present at 10:09 am <b>QUORUM ESTABLISHED</b>				
<b>Welcome and Introductions</b>		The Chair welcomed Planning Council members and guests. The Chair asked everyone to announce their name and for Planning Council members to declare any conflicts of interest for the record.				
<b>Approval of the Minutes from November 24, 2020</b>		A motion to approve the January 30, 2021 minutes was made by A. Holscher and 2 <sup>nd</sup> by E. Eason; The minutes were approved by unanimous vote.				

Business Item	Discussion / Motion	Action
Chair Update	<ul style="list-style-type: none"> <li>The chair attended the AIDS Watch and will share any updates with anyone regarding this if you would like.</li> <li>The chair, Randall and Planning Council Support has attended the Planning CHATT on recruitment.</li> </ul>	Discussion Only. No Action
Review and Manage Planning Council Training	<ul style="list-style-type: none"> <li>The Chair and Thomas are working on a new member orientation packet to include the by-laws, roster of members, and other priority information for new members.</li> <li>Moving away from the Learning Management System. Looking to using Google Classrooms to develop our trainings.</li> <li>Regarding ongoing trainings, we have received requests on Open Meeting Laws, Roberts Rules of Order, Priority Settings and Resource Allocation.</li> <li>A request was made from the chair to contact the Board of Supervisors for a possible date for the official training on the Arizona Open Meeting Laws and Roberts Rules of Order.</li> <li>Discussion was had regarding future trainings and a question was raised regarding how we will measure this as a success? Number of people in attendance? Would we require registration for events so that the efforts that go into creating the trainings are not wasted?</li> </ul>	Discussion Only. No Action

Business Item	Discussion / Motion	Action
Review and Manage Membership Application Process	<ul style="list-style-type: none"> <li>• We have been notified of a couple of resignations. Maclovia, Cynthia and Storm.</li> <li>• We have received some changes to the roster because of personnel changes. R. Cook is going from being a provider member to becoming a community member and his alternate C. Peterson will be going from alternate to primary provider member.</li> <li>• We have received three new member applications, Isabel Ortega, Cynthia Quinn, and Carmen Terrell.</li> </ul>	<p><b>Motion to accept the resignations of Maclovia, Cynthia, and Storm.</b>  <b>Motion:</b>  A. Holscher  <b>Second:</b>  D. Reardon Maynard  <b>In Favor:</b>  A. Holscher, E. Eason, D. Reardon, J.Borders, C. Albrecht  <b>In Opposition:</b>  None</p> <p><b>Abstentions:</b>  None</p> <p><b>Motion to accept changes to the Roster:</b>  <b>Motion:</b>  A. Holscher  <b>Second:</b>  E. Eason  <b>In Favor:</b>  A. Holscher, E. Eason, D. Reardon, J.Borders, C. Albrecht  <b>In Opposition:</b>  None</p> <p><b>Motion to accept Nominations of Isabel Ortega, Cynthia Quinn and Carmen Terrell to the Planning Council:</b>  <b>Motion:</b>  A. Holscher  <b>Second:</b>  E. Eason  <b>In Favor:</b>  A. Holscher, E. Eason, D. Reardon, J.Borders, C. Albrecht  <b>In Opposition:</b>  None</p>

Business Item	Discussion / Motion	Action
Review Membership Matrix for Compliance with Federal Mandate	<ul style="list-style-type: none"> <li>• 24 Members and Part A consumer representation of 42%</li> <li>• Looking for a member for Youth representation and a Medicaid representative. Recruitment for these positions will continue post-covid.</li> </ul>	Discussion Only. No Action
Membership Recruitment and Retention	<ul style="list-style-type: none"> <li>• The Chair shared a worksheet on the demographics of the epidemic in Arizona. Discussion was had discussing the demographics of the Planning Council and what are the priority populations that we would like to fill in these demographics?</li> <li>• Populations that were identified were Transgender, 18-30 HIV positive MS African American, 18-30 HIV positive MS LatinX, and Pinal County.</li> <li>• The Committee worked on a priority membership recruitment worksheet.</li> <li>• Discussion on the Pros and Cons of Social Media were discussed.</li> </ul>	Discussion Only. No Action
Determination of Agenda Items for Next Meeting	The PCAT will set the agenda for the next meeting.	Discussion Only. No Action
Current Event Summaries	None	Discussion Only. No Action
Call to the Public	None	Discussion Only. No Action

## SCHEDULE OF NEXT MEETINGS

Tuesday	June 1, 2021	12:00 p.m.	<b>SPECIAL MEETING: Planning Council</b>	<b>VIA ZOOM</b>
Monday	June 28, 2021	12:30 p.m.	Executive Committee	VIA ZOOM
Tuesday	June 29, 2021	2:30 p.m.	Planning Council	VIA ZOOM
Tuesday	July 27, 2021	10:00 a.m.	TEAM Committee	VIA ZOOM
Tuesday	July 27, 2021	12:00 p.m.	CHPS Committee	VIA ZOOM
Tuesday	July 27, 2021	2:30 p.m.	STaR Committee	VIA ZOOM
Monday	August 30, 2021	12:30 p.m.	Executive Committee	VIA ZOOM
Tuesday	August 31, 2021	2:30 p.m.	Planning Council	VIA ZOOM
Wednesday	September 1, 2021	12:00 p.m.	Planning Council / PSRA	VIA ZOOM

**Adjournment**

**11:23 am**

**Signature:**



Randall Furrow (Sep 13, 2021 09:56 PDT)

**Email:** randallfurrow@aol.com

Sep 13, 2021






# 2021.03.30 TEAM Meeting Minutes

Final Audit Report

2021-09-13

Created:	2021-09-13
By:	Michael Koran (michael@collaborativeresearch.us)
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